

COMMISSION MEETING MINUTES  
December 13, 2016

The Board of Davis County Commissioners met on December 13, 2016 at 10 am in room 303 of the Davis County Administration Building, 61 South Main Street, Farmington, Utah. Members present were Commissioner John Petroff, Jr. - Chair, Commissioner Jim Smith, Commissioner P. Bret Millburn, Clerk/Auditor Curtis Koch, Chief Deputy Civil County Attorney Neal Geddes and Deputy Clerk/Auditor Shauna Brady.

Agenda as posted

PUBLIC NOTICE is hereby given that the Board of Davis County Commissioners, Farmington, Utah, will hold a Commission Meeting at the Davis County Administration Building, 61 South Main Street, Room 303, Farmington, Utah, commencing at **10:00 a.m. on December 13, 2016.**

**OPENING**

Pledge of Allegiance – Sgt. Ellis Bruch

**RECOGNITIONS, PRESENTATIONS AND INFORMATIONAL ITEMS**

- Introduction of new Davis County Emergency Services Coordinator Jason Sorensen
- Notice of 2017 annual meeting schedule of the Board of Davis County Commissioners
- Recognition of Eagle Scout projects at the Davis County Legacy Events Center

**BUSINESS/ACTION**

***Tony Thompson, Davis County Property Manager, presenting:***

Receive public comment on proposed disposition of declared surplus parcel of land Tax ID 12-033-0036  
Agreement with Utah Department of Transportation (UDOT) – execute Right of Entry & Occupancy Agreement on part of land parcel Tax ID 12-033-0036 (n/a)

***Dave Hansen, Davis County Legacy Events Center Director, presenting:***

Notice of Award to Broken Heart Rodeo Company – rodeos held in 2017, 2018 & 2019 @ Davis County Fairs (n/a)  
Summary List – small dollar contracts for facility rentals at the Legacy Events Center (receivable)

***Mike Moake, Davis County Legacy Events Center Marketing Coordinator, presenting:***

Agreement with Jordan World Circus – facility rental at Legacy Events Center for annual circus (receivable)

***Chris Sanford, Davis County Library Director, presenting:***

Agreement with Macmillan Publishers – Linda Castillo, author presentation/book signing at DC South Branch Library (payable)  
Agreement with Shawn Olsen – presentation at DC library headquarters of gardening program (payable)

***Randy Cook, Davis County Community & Economic Development-Tourism, presenting:***

Agreement with SeaQuest Aquarium – County participation to further economic development (payable)

***Brian Hatch, Davis County Health Department Director, presenting:***

Amendment with Acumen Fiscal Agent LLC – extend terms through June 30, 2017 for financial management services for the Veterans Directed Care program (payable)

***Chief Deputy Kevin Fielding, Davis County Sheriff's Office, presenting:***

Agreement with Utah Commission on Criminal & Juvenile Justice (CCJJ) – permit to disclose data to recipients relating to Risk & Needs Jail Screening Database (n/a)  
Agreement with Information Station Specialist, Inc. – replace AM radio station operated by DCSO Emergency Services (payable)  
Agreement with Holbrook Service – remove old and install new water heater and associated work (payable)

***Commissioner Petroff presenting:***

Amendment with Brad Stone Golf Inc. – extend term of employment, salary and grade changes; receipt of 35% of gross golf cart rental to Davis County (payable/receivable)  
Approval of 2016 Commissioners' Cup grant awards (14 each) (payable)  
Notice of cancelation of the Board of Davis County Commissioners Meeting on December 27, 2016  
Annual rotation of chair and vice-chair of the Board of Davis County Commissioners

***Curtis Koch, Davis County Clerk/Auditor, presenting:***

Resolution of Davis County, Utah Adopting the Operating and Capital Budgets of Davis County including the Proposed Tax Increases of the County General Fund and Library Fund for the 2017 Budget Year

**BOARD OF EQUALIZATION**

Request approval of the Property Tax Register

**CONSENT ITEMS**

Meeting Minutes – November 22, 2016  
Check Registers

**COMMISSIONER COMMENTS**

**Action Taken Regarding Matters Discussed in Closed Session**

Pledge of  
Allegiance

Sgt. Ellis Bruch, Davis County Emergency Services Coordinator, led the Pledge of Allegiance. All in attendance were invited to stand and join in.

Sgt. Ellis Bruch  
announces  
retirement and  
introduces new  
Sgt. Jason  
Sorensen as new  
Emergency  
Services  
Coordinator

Commissioner Petroff invited Sgt. Ellis Bruch to make an announcement. Ellis announced he is retiring after working for Davis County for the past 20 years. He loved his work and appreciates all of the support in his position as Emergency Services Coordinator. He introduced Sgt. Jason Sorensen as the new Davis County Emergency Services Coordinator. Ellis explained Jason was the top scorer of those interviewed and will do a great job. Jason said he is excited to take on this new role and work with and learn from everyone. Commissioner Petroff said Ellis has done a great job in coordinating many things with all of the different agencies. He specifically mentioned how important and worthwhile it was to take 84 Davis County employees to Emmitsburg, Maryland to experience a mock disaster based on Davis County and be taught what actions need to be taken. As a token of their appreciation, the commissioners presented Ellis with a small buffalo statue with a Davis County pin as a token of their appreciation.

Commissioner Millburn said it has been a pleasure working with Ellis and wished him the best in his new adventures. He welcomed Jason.

Commissioner Smith commented about the mock disaster in Emmitsburg and how it “proceeded to absolutely scare the bejeebers out of me.” He said it was one of the most effective trainings he had ever been to and made you very humble and appreciative of the chain of command we have in our Davis County Sheriff’s Office and especially of Ellis and his leadership. He hopes we never have to have an emergency and put into effect what they were trained for. He thanked Ellis and said his impact will be felt long after you he is gone.

Public notice of  
2017 Annual  
Meeting  
Schedule of  
Board of Davis  
County  
Commissioners

Commissioner Petroff read: Public notice is hereby given that during the year 2017, the annual meeting schedule of the Board of County Commissioners of Davis County will be as follows: Regular meetings of the Board will be held in Room 303 in the Davis County Administration Building, 61 South Main Street, Farmington, Utah on Tuesday of each week at 10:00 A.M. or as soon thereafter as practical; provided, however, that the regular meeting may be canceled, postponed, or rescheduled upon a majority vote of the Board as the public business requires and the Board deems appropriate. If any meeting falls on a legal holiday, the meeting may be held at the same hour and place on the following day.

Recognition of  
boy scouts  
completing Eagle  
projects at the  
Legacy Events  
Center

Dave Hansen, Davis County Legacy Events Center (LEC) Director, explained Boy Scouts have been completing Eagle projects at the Legacy Events Center for several years. To pay tribute to them, Dave had their names displayed on 2 plaques at the LEC. He displayed them at the meeting. Dave estimates the 40 names represent over 40,000 hours of labor that have been donated by the Boys Scouts and their troops. He said in addition to hours logged, a lot of the Boy Scouts did their own fund raisers for their projects, which range from painting and planting trees. One Boy Scout raised over \$1,000.00 to install a flag pole and flag. Dave said they have enjoyed working with and appreciate the Boy Scouts.

Tony Thompson, Davis County Property Manager, presented the following:

Time allotted to  
receive public  
comment  
regarding  
proposed  
disposition of  
declared surplus  
land

Requested time for public comment on the proposed disposition of declared surplus parcel of land #2016-462 for Tax ID 12-033-0036 property located on the 200 South Drain and 2000 West in West Point. There were no public comments. Tony said he received one phone call from a woman from Layton named Aubrey requesting information on the size of the property for investment purposes.

TABLED:  
agreement with  
UDOT to execute  
ROE &  
Occupancy

TABLED: Right of Entry & Occupancy agreement with the Utah Department of Transportation (UDOT) on part of land parcel Tax ID 12-033-0036. Tony indicated Mike Kendall, Davis County Civil Attorney’s office, would like to modify the agreement and asked that it be tabled at this time.

Commissioner Millburn made a motion to table the agreement. Commissioner Smith seconded the motion. All voted aye.

Dave Hansen, Davis County Legacy Events Director, presented the following:

Notice of Award  
#2016-479 to  
Broken Heart  
Rodeo Company  
to hold rodeos at  
DC Fairs in 2017,  
2018 & 2019

Notice of Award #2016-479 to Broken Heart Rodeo Company to hold rodeos at the Davis County Fair. The payable contract amount is \$17,000.00 per year. Dave is pleased with how well Broken Heart Rodeo has performed in the past and looks forward to working with them. The contract period is for the 2017, 2018 and 2019 Davis County Fairs.

Commissioner Smith made a motion to approve. Commissioner Millburn seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Summary List  
#2016-480 with  
Legacy Events  
Center for small  
dollar

Summary list #2016-480 of small dollar contracts (6) for facility rentals at the Legacy Events Center in November 2016.

Commissioner Millburn made a motion to approve. Commissioner Smith seconded the motion. All voted aye. The documents are on file in the office of the Davis County Clerk/Auditor.

Agreement  
#2016-481 with  
Jordan World  
Circus to be held  
at Legacy Events  
Center

Mike Moake, Davis County Legacy Events Center Marketing Coordinator, presented agreement #2016-481 with the Jordan World Circus for facility rental to hold its annual circus at the Legacy Events Center. The receivable contract amount is \$2,000.00. The period of contract is January 24, 2017.

Commissioner Smith made a motion to approve. Commissioner Millburn seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Chris Sanford, Davis County Library Director, presented the following agreements:

Agreement  
#2016-482 with  
Macmillan  
Publishers for an  
author  
presentation/book  
signing by Linda  
Castillo

Agreement #2016-482 with Macmillan Publishers for an author presentation/book signing by Linda Castillo at the Davis County South Branch Library. The payable contract amount is \$3,000.00. The contract period is February 8, 2017. Chris acknowledged Kim Blake at the podium with her. Kim is the Library Program Coordinator and works with the publishing houses. Kim said Linda Castillo will talk about a series of 8 books she has written.

Commissioner Smith made a motion to approve. Commissioner Millburn seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Agreement  
#2016-483 with  
Shawn Olsen for  
a gardening  
presentation at  
the DC North  
Branch Library.

Agreement #2016-483 with Shawn Olsen, Utah State University Extension Office, for a gardening presentation at the Davis County North Branch Library. The payable contract amount is \$200.00. The contract period is February 21, 2017.

Commissioner Millburn made a motion to approve. Commissioner Smith seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Agreement  
#2016-484 with  
SeaQuest  
Aquarium to  
further economic  
development in  
Davis County

Randy Cook, Davis County Community & Economic Development-Tourism, presented agreement #2016-484 with SeaQuest Aquarium for the County’s participation to further economic development. The payable contract amount is \$50,000.00. The period of contract is based on performance within 90 days.

Commissioner Millburn made a motion to approve. Commissioner Smith seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor

Brian Hatch, Davis County Health Department Director, took a moment to express his appreciation for Sgt. Ellis Bruch, particularly for the Emmitsburg experience.

Amendment #2015-159B with Acumen Fiscal Agent LLC to extend terms for Veterans Directed Care program

Brian presented amendment #2015-159B with Acumen Fiscal Agent LLC to extend terms for financial management services for the Veterans Directed Care program. The payable contract amount is as billed. The contract period is April 14, 2015 through June 30, 2017.

Commissioner Smith made a motion to approve. Commissioner Millburn seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Chief Deputy Kevin Fielding, Davis County Sheriff’s Office, presented the following:

Agreement #2016-485 with UCCJJ for a permit to disclose data to recipients relating to Risk & Needs Hauk Screening Database

Agreement #2016-485 with the Utah Commission on Criminal & Juvenile Justice (UCCJJ) for a permit to disclose data to recipients relating to the Risk & Needs Jail Screening Database. It establishes the terms and conditions under which recipients may access, use and disclose data.

Commissioner Millburn made a motion to approve. Commissioner Smith seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Agreement #2016-486 with Information Station Specialists, Inc. to replace the AM radio station operator

Agreement #2016-486 with Information Station Specialists, Inc. to replace the AM radio station operated by the Davis County Sheriff’s Office Emergency Services. Funding will be provided by the FY2015 State Homeland Security Program (SHSP) Grant #2015-562. The payable contract amount \$13,679.00. The contract period is from signature to completion.

Commissioner Smith made a motion to approve. Commissioner Millburn seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Agreement #2016-487 with Holbrook Service to remove old and install new water heater

Agreement #2016-487 with Holbrook Service to remove the old and install a new water heater at the Work Center. The payable contract amount is \$8,966.00. The contract period is signature through completion.

Commissioner Smith made a motion to approve. Commissioner Millburn seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Commissioner Petroff presented the following:

Amendment #2005-401D with Brad Stone Golf

Amendment #2005-401D with Brad Stone Golf Inc. to extend Mr. Stone’s term of employment. It includes salary and grade changes, and the County’s receipt of 35% of the gross golf cart rentals.

Commissioner Petroff expressed appreciation to Brad saying he truly represents the game of golf and the County is lucky to have him. This is a payable/receivable contract from December 31, 2016 through December 31, 2020.

Commissioner Millburn made a motion to approve. Commissioner Smith seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Approval #2016-488 of disbursements of 2016 Commissioners Cup Grant Awards

Commissioner Petroff requested approval #2016-488 of the 2016 Commissioners’ Cup Golf Tournament grant awards.

Commissioner Petroff said we had a great Commissioner’s Cup Golf Tournament in 2016. “We were able to raise \$26,000.00. Every year it is so much fun to be involved in that activity and we have great support from our County employees.” This year we have the opportunity to issue grants to the following organizations:

\$1,700	Best Buddies
\$2,200	Davis Arts Council
\$1,500	Davis Applied Technology College Foundation
\$1,900	Davis County 4-H Horse Program
\$1,500	Great Salt Lake Bird Festival
\$800	Joy Foundation
\$500	Rad Women Of Utah
\$500	Northern Utah Athletics & Academics Afterschool Program
\$700	Davis Dreamers

Notice of  
Cancellation of  
Board of  
Commissioners  
Mtg on 12 27 16

Annual rotation  
of assignments

Resolution  
#2016-489  
adopting the  
operating and  
capital budgets of  
Davis County  
including the  
proposed tax  
increases of the  
County General  
Fund and Library  
Fund for the  
2017 budget year

\$600	Woods Cross Summer Literacy
\$1,000	Boys & Girls Clubs Of Weber-Davis Counties
\$2,200	Family Connection Center
\$5,000	Davis Education Foundation
\$900	Upward Bound WSU

Commissioner Petroff explained the Davis Education Foundation grant of \$5,000.00 equates to \$500.00 allotted to each of the 10 Davis County high schools to be used for their graduation parties. This keeps the graduating students in a safe place that night.

Commissioner Millburn stated that of the \$26,000.00 total mentioned by Commissioner Petroff, \$21,000.00 was disbursed today. He explained that during the course of the year, there might be something of particular interest to the Commission that we want to help with in the community. For that reason, some funds are kept available for those opportunities.

Commissioner Millburn made a motion to approve the recommended disbursements. Commissioner Smith seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Commissioner Petroff gave notice of the cancelation of the Board of Davis County Commissioners Meeting on December 27, 2016 due to the County offices being closed for the Christmas holiday on December 26.

Commissioner Millburn made a motion to approve. Commissioner Smith seconded the motion. All voted aye.

Commissioner Petroff said in accordance with Resolution #2007-382, the Board of Davis County Commissioners annually rotate the assignments of chair and vice-chair.

Commissioner Petroff made a motion to approve current Vice-Chair Commissioner James E. Smith to serve as Commission Chair and Commissioner P. Bret Millburn to serve as Vice-Chair for 2017. Commissioner Millburn seconded the motion. All voted aye.

Curtis Koch, Davis County Clerk/Auditor, presented Resolution #2016-489 of Davis County, Utah Adopting the Operating and Capital Budgets of Davis County including the Proposed Tax Increases of the County General Fund and Library Fund for the 2017 Budget Year.

Commissioner Petroff read the following Resolution:

RESOLUTION 2016-489  
A RESOLUTION OF DAVIS COUNTY, UTAH ADOPTING THE OPERATING AND CAPITAL BUDGETS  
OF DAVIS COUNTY FOR THE 2017 CALENDAR YEAR

WHEREAS, the Board of County Commissioners is mandated by the Uniform Fiscal Procedures Act for Counties to generate a budget each year for the operations of Davis County, including its elected offices and department heads; and

WHEREAS, in cooperation with other elected officials and department heads the Commission has prepared a budget for the 2017 calendar year; and

WHEREAS, the prepared budget includes a property tax increase of 23.37% for the General Fund and 20.18% for the Library; and

WHEREAS, the Commission has previously adopted a tentative budget and held a public hearing relating thereto for the purpose of receiving input from all interested parties in regard to the proposed 2017 budget;

WHEREAS, after receiving said input, the Commission has made adjustments to the tentative budget that it deems appropriate and necessary, and has prepared the budget for final approval;

NOW, THEREFORE, the Board of County Commissioners of Davis County resolves that pursuant to § 17-36-15 of Utah Code Annotated, the attached budget for Davis County is hereby approved and adopted for the 2017 budget year. The County budget officer is hereby directed to certify the budget and file a copy with the State Auditor no later than 30 days after adoption of this resolution.

Commissioner Petroff made a motion to approve. Commissioner Smith seconded the motion.

Commissioner Millburn expressed appreciation to Curtis, his team, the Budget Committee and all County department heads and elected officials. “This has been a long process getting ready for this year’s budget and much work has been done in previous years knowing that we were coming to a point that we may be looking at a potential tax increase. There has been a lot of effort put in and looking under every nook and cranny and uncovering every stone to make sure that this budget is solid and has all the integrity that one would expect from their elected officials. I’m appreciative of the opportunity to work with this group of people and the extra steps that we have taken beyond what is required in State Code to get this information out to the public. Curtis and his team have gone the extra mile and put together presentations that have been on the website. He’s even gone into the acting and voice-over career for YouTube videos. We’ve had the opportunity to engage the public in 3 separate open houses of which I found to be a great opportunity to engage and listen to the public and hear their concerns and ideas. I counted somewhere in the neighborhood of 35-36 members of the public and a handful of those spoke. In response to those issues that were raised, which had a common theme of those that are on fixed incomes, I personally heard those comments and can empathize. I feel very confident that what we have put together is the appropriate thing to do to provide the necessary and required services that are expected of us at Davis County.”

Commissioner Smith expressed appreciation to Curtis and the entire team in the Clerk/Auditor’s office, as well as the department heads. “We’ve changed the way we’ve been doing business. Curtis has led a charge that I am totally in support of in terms of getting our department heads more involved in the business aspect of running a county. I have been very impressed by their vision of what we are trying to accomplish and the way they have responded.”

Commissioner Smith said the public interaction is important to him and “by the time we were done visiting with people, they came away saying, ‘I now understand why you need to do this.’ Nobody is excited about raising property taxes. When I ran for office, I was very careful not to promise anybody that I wouldn’t do anything that was not right for the County. The one thing I told everyone is, ‘You may not agree with me, but I will hear your voice every time.’ I have my notes from everybody I’ve talked to and I can go through and see the comments. What has been interesting is how many positive comments I have received from people saying ‘Thank you for the way you run the County and for the people who deliver the services.’ The right thing to do is support providing services. We are at a point where we are going to have to curtail some very important services. The people that say, ‘Well, I don’t use that service’, I understand, but there are 336,000 people out there that may.”

Commissioner Millburn said he would be remiss if he didn’t acknowledge the following persons by name: Mack McDonald-Davis County Facilities Director, Debra Alexander and Jana Bake – Davis County Human Resources, and Mark Langston, Davis County Information Systems Director. “We couldn’t have done it without you.”

Commissioner Petroff said he “looks at this budget and we have one little page of resolution and 33 pages of the actual budget. I don’t know of anything that is not completely detailed of what should take place next year and where all the funding goes. We’ve been doing this budget for a long, long time with a lot of frustrations on some things. Other things went really smooth. It took a little while to get it right where it needed to be. One of the things that was so important is that when we knew we were going to have to do the tax increase, we knew exactly how much we need, exactly where it would be spent and the total amount of revenue it would increase for the County. It is exactly where we stand today.”

All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Commissioner Millburn made a motion to convene as the Board of Equalization. Commissioner

Property Tax  
Register  
approved

Smith seconded the motion. All voted aye.

Curtis Koch, Davis County Clerk/Auditor, presented the Property Tax Register which reflected 2 appeals that were closed with evaluation changes, 2 appeals denied after the hearing, 18 late appeals for the 2016 abatements and 3 corrections for VA exemptions for 2015.

Commissioner Petroff said he “met with Diane Law, Davis County Tax Administration Team Lead, this morning and we are done with the appeals, all of the hearings, everything is done. That is pretty incredible. That is a tremendous job by the assessors, tax administration, the treasurer, clerk/auditor staff and all of the folks that work on that. There are several departments that work very closely on getting this all done. There have been times in the past when we are still doing hearings in the middle of March and April, trying to get them done so we can roll off the rolls for the next year. Terrific job by all those at the County.”

Commissioner Smith made a motion to approve. Commissioner Millburn seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk /Auditor.

Reconvene

Commissioner Millburn made a motion to reconvene Commission Meeting. Commissioner Smith seconded the motion. All voted aye.

Meeting minutes  
approved

Commissioner Smith made a motion to approve the Commission Meeting minutes for November 22, 2016. Commissioner Millburn seconded the motion. All voted aye. The document is on file in the office of the Davis County Clerk/Auditor.

Check registers  
approved.

Check registers as prepared by the Davis County Clerk/Auditor’s Office were approved with a motion by Commissioner Millburn. Commissioner Smith seconded the motion. All voted aye. The documents are on file in the office of the Davis County Clerk/Auditor.

Commissioner comments:

Commissioner Smith said he appreciates working with the County employees. “Thank you.”

Commissioner Millburn seconded that.

No public comments.

No closed session needed.

Meeting adjourned.

\_\_\_\_\_  
Clerk/Auditor

\_\_\_\_\_  
Chair